

ONE-TIME Request to Take More Than Two Courses as a Non-Degree Studies Student

Registration and Records – NC State University

1000 Harris Hall, Campus Box 7313

Raleigh, NC 27695

Fax: 919-515-2376

The maximum course load for Non-Degree Studies students is two courses plus one physical education course each term. Individuals desiring an exception to this policy may request it using this form. To be eligible for consideration, individuals:

- Must have first attended NC State or another post-secondary institution for a minimum of two regular semesters (i.e. Fall & Spring). Please attach a photocopy of your transcript to this request and submit to Registration and Records in person, by mail, or by fax (see info at the top).
- Must have and maintain a cumulative GPA of 3.0 or above.

Decisions are made based on the current semester. A new form must be filled out each semester that the student seeks a waiver.

Name _____ Student ID # _____ Date of Birth ____/____/____

Address _____ City _____ State _____ Zip _____

If you are not a U.S. Citizen or Permanent Resident, please indicate your VISA status _____

Daytime Telephone Number (____) _____ - _____ Fax Number (____) _____ - _____

E-mail Address _____ Semester (i.e. Fall, Spring, Summer I, II) _____ Year _____

TOTAL Credit Hours Desired _____ List **ALL** of the courses you wish to take (i.e. ENG 101, etc.) _____

Please indicate the degree that you most recently completed: · High School, · Bachelors, · Master's, · Doctoral Year: _____

Have you attended any other college or university, please indicate the last institution attended and the dates of enrollment.

Have you applied for admission to NC State during the past year? Yes____ No____ If yes, did you apply to an undergraduate or graduate program and what was the major? Undergraduate____ Graduate____ Major _____

What was the decision regarding your application? _____

Please explain the basis for your request: _____

I understand that as a Non-Degree Studies (NDS) student I am not officially admitted to a degree program; future admission to a degree program is not implied; and financial aid is generally unavailable to NDS students.

Student Signature _____ Date ____ / ____ / ____

FOR OFFICE USE ONLY:

Approved____ Denied____ # Hrs. ____ Reviewed by _____

Date ____ / ____ / ____

Notes:

Changes in decision: _____ Approved____ Denied____ # Hrs. ____

Revised 2/10